

Activate Fairfax RFI Submission ShareFile Instructions

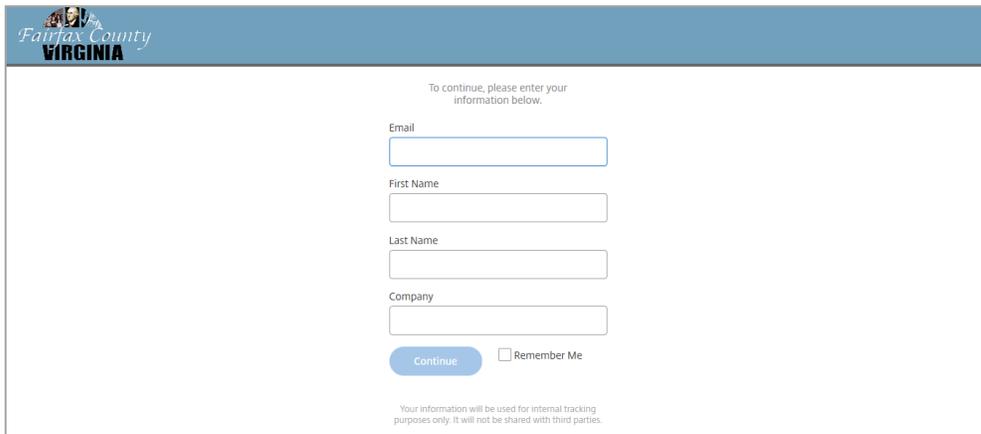
All RFI responses must be submitted via email or ShareFile no later than **11:59 PM on Monday, April 20, 2020.**

EMAIL: DEI@Fairfaxcounty.gov.

- The subject line of the e-mail message must read "Response to Activate Fairfax RFI." Failure to do so may result in delay or non-delivery of a response.

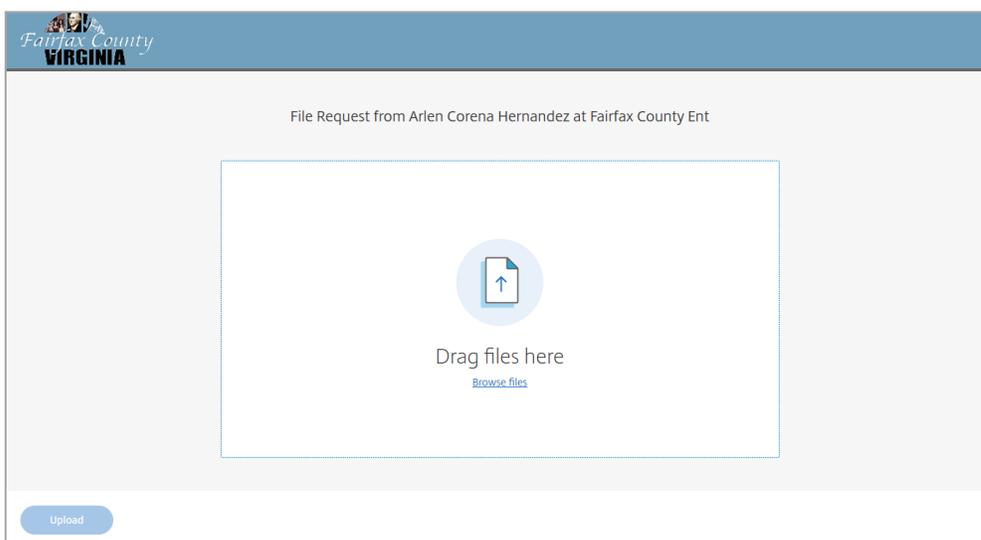
SHAREFILE:

- To submit proposals via ShareFile to the following link <https://fairfaxcounty-ent.sharefile.com/r-ra58498b3c06471fa>
- You will be required to enter the following information before proceeding to the upload page: Email, First Name, Last Name.
- On the next page you will be able to browse for your file. After you have selected a file, you will be able to click upload and your submission will be received.



The screenshot shows a registration form with the Fairfax County Virginia logo at the top left. The form contains the following fields and elements:

- Text: "To continue, please enter your information below."
- Form fields: "Email", "First Name", "Last Name", and "Company".
- Buttons: "Continue" and "Remember Me" (with an unchecked checkbox).
- Footnote: "Your information will be used for internal tracking purposes only. It will not be shared with third parties."



The screenshot shows the file upload interface with the Fairfax County Virginia logo at the top left. The page contains the following elements:

- Title: "File Request from Arlen Corena Hernandez at Fairfax County Ent"
- Drop zone: A large rectangular area with a dashed border containing a document icon with an upward arrow and the text "Drag files here" and a blue link "Browse files".
- Button: "Upload" at the bottom left.